

**State Program Standing Committee**  
**Child, Adolescent, and Family Unit**  
Department of Mental Health  
Agency of Human Services

**Minutes of February 25, 2008 Meeting**  
Conference Call  
12:00 – 2:00

*Present:* Amy Churchill, Zachary Hughes

*Absent:* Robin Yandell, Joy Prior, Kathy Holsopple

*Guests:* Alice Maynard

**I. Updates**

- A. Minutes of the December 17, 2007 meeting were approved.
- B. Alice reported that we are still awaiting appointments from the Governor's office. We expect to receive them before the March meeting.
- C. VT Federation of Families: Tabled until March meeting
- D. Alice reported that members had voted to assign a level 2 to United Counseling Services for their designation recommendation to the Commissioner due to lingering ADA accessibility issues.

**II. DMH Vision, Mission**

Alice reported that the Department of Mental Health is soliciting public comment on its new draft vision and mission statement. This committee is in an excellent position to offer feedback. Some discussion was held, but it was decided to send the vision out to members to solicit an e-mail discussion as time is moving on. Discussion will be held at March meeting

**III. Program Review**

- A. Review and discussion reports on NKHS and NCSS: Tabled until March meeting.
- B. Alice reported briefly on the site visit to Rutland Mental Health. All parties were pleased that the agency once again has a full-time Executive Director, Dan Quinn, and a Director of Children's MH Services. The latter is Doug Norford, who has been with the agency for more than a decade. It is clear from interviews with staff and stakeholders that he has a solid reputation in the community.
- C. Next site visit: Clara Martin Center, March 27, 2008.

**IV. Orientation**

Given that we can expect 3 to 7 new members to the committee shortly (due to previous resignations), members offered suggestions on ways to help them feel welcome and become working members quickly. A quick brainstorm without assessment or prioritization produced the following possibilities:

- Create a buddy system with more experienced members
- Phone or e-mail new members about what they might expect

- Clearly explain the purpose of the committee and what it does; new members will want to know how the committee can have an impact on the system of care.
- Have a standing item on the agenda called “Questions?”
- Do a short evaluation at the end of each meeting with plusses and wishes
- Provide food
- Rotate meeting locations so people from the community can attend these public meetings

**V. Hot Topics**

- A. Members would like an update on data from 2007 on transportation to hospitals (*i.e.*, implementation of policy to reduce the use of shackles)
- B. Members discussed the use of tasers. They appreciated the briefing given to the Planning Council by Cindy Taylor-Patch and noted the policy revision by the Brattleboro Retreat and by the Brattleboro Police Department. They would like to schedule a further discussion and propose issuing a statement against the use of tasers on children.

**VI. Public Comment**

None.

**VII. Potential agenda items for next meeting, March 24.**

- Welcome to new members
- Discussion of DMH draft vision and mission
- VT Federation of Families update
- Program Review reports on NKHS and NCSS
- 2007 data on transportation to hospitals